

CONNECTICUT STATE DEPARTMENT OF EDUCATION  
Division of Teaching and Learning Programs and Services  
Bureau of Health and Nutrition Services and Child/Family/School Partnerships  
25 Industrial Park Road  
Middletown, Connecticut 06457-1543

**M E M O R A N D U M**

TO: Potential 2005 Summer Food Service Program (SFSP) Sponsors  
FROM: Maureen B. Staggenborg, Director, Child Nutrition Programs  
DATE: January 10, 2005  
SUBJECT: **OPERATIONAL MEMORANDUM - #01-05 - SFSP**  
Interest Survey for SFSP 2005

In order to plan program outreach for the SFSP, the Child Nutrition Unit is requesting that all sponsors who participated in the previous year and any new potential organization indicate their interest in sponsoring the program in 2005.

To accurately determine the overall service of summer meals to children in 2004, the number of meals was combined with those served under the Summer Seamless Waiver and summer schools which provided the following results:

Average Daily Participation:	31,036	<b>[3% decrease from 2003]</b>
Total Number Meals Served:	1,245,271	<b>[9% decrease from 2003]</b>
Total Number Sites Served:	356	<b>[1% decrease from 2003]</b>

In evaluating the participation trend in the State, this is the first year that average daily participation and total meals served declined. This is a direct result of operating the program for fewer days and reaching fewer children. Therefore, as you plan for SFSP 2005, consider how you can expand so that more needy children can be served. Begin the SFSP soon after the summer vacation begins, continue later into the summer, open more sites and increase outreach efforts to children. Remember, ***Hunger Does Not Take a Summer Vacation!***

School sponsors continue to be eligible to participate in the Seamless Summer Waiver program. Under the Waiver, school districts are offered streamlined administrative procedures through reduced paper work. If a school sponsor is interested in participating in 2005 under the Seamless Summer Waiver provision, complete the "School Sponsor Only" section on the "Planning Data" form.

The attached survey is requested of **ALL** SFSP 2004 sponsors.

**The following information must be completed and returned by February 2, 2005:**

1. Review the enclosed 2004 site list.
  - A. If the same sites will be served in 2005, indicate tentative dates of operation.
  - B. If sites will be deleted, indicate by placing a line through the site information.
  - C. If new sites will be added in 2005, complete the "Proposed New Site" section of the "Planning Data" form and return with the site listing.
2. **All sponsors must complete the "Planning Data" section of the enclosed form, sign, date and return.**

Your response will signify your interest in sponsoring the program this summer, either under the waiver provision or the regular program regulations. It is therefore important that the reply is submitted by the **February 2** deadline. Additional information will be forwarded to the contact person listed.

If you have any questions, please contact Maureen Staggenborg at (860) 807-2070, or Susan Bohuslaw at (860)-807-2073.

MBS:ps  
Om#01-05SFSP Interest Survey (1-1-05)/ps  
Enclosures

## SUMMER FOOD SERVICE PROGRAM

### \* PLANNING DATA \*

**SPONSOR NAME:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_

**PHONE NUMBER:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Signature of Person Reviewing the Enclosed Records:** \_\_\_\_\_

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### \* PROPOSED NEW SITES \*

Site (Name & Address)	Describe the Geographical Boundaries	Tentative Dates of Operation	Estimated Daily Attendance
1.			
2.			
3.			
4.			

\*\*\*\*\*

### \* SCHOOL SPONSORS ONLY \*

Name of School District: \_\_\_\_\_ is interested in participating under the Seamless Summer Waiver provision in 2005.

Name of Contact Person: \_\_\_\_\_

(Phone Number): \_\_\_\_\_